



# CITY OF HOUSTON

## Job Posting

	<b>CORRECTION</b>
1	<b>Applications accepted from:</b> ALL PERSONS INTERESTED
2	<b>Job Classification</b> SUPERVISING ENGINEER)
3	<b>Posting Number</b> PN# 106482
4	<b>Department</b> Public Works & Engineering
5	<b>Division</b> Traffic & Transportation
6	<b>Section</b> Traffic Engineering and Operations
7	<b>Reporting Location</b> 611 Walker*
8	<b>Workdays &amp; Hours</b> M - F, 8 a.m. - 5 p.m.*
	*Subject to change
9	<b><u>DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS</u></b> Plans, organizes, manages, and evaluates complex and specialized transportation engineering/transportation planning projects and studies. Assists with public presentations, meetings and other outreach functions. Oversees and evaluates construction/installation of traffic control devices and geometric roadway features. Documents studies, findings, project history and other similar events. Assist with development of construction plans and specifications. Manages design and construction contracts to include processing contract documents and tracking and documenting project progress and completion. Manages, trains, and develops staff to perform routine and specialized job duties to accomplish Department goals and objectives. Assist with development and evaluation of systems and processes such as database management, work product tracking, filing and archiving, audit procedures, and other similar areas. Applicant must be able to interact well with the general public to include conducting public presentations, must be able to develop and manage own work assignments must be able to effectively manage staff, and must possess advance technical writing skills.
10	<b><u>WORKING CONDITIONS</u></b> A portion of this work occurs in the field under most weather conditions and occurs in close proximity to moving vehicular traffic. Standing and walking moderate distances over uneven terrain is occasionally required, as well as traveling for extended periods of time in a vehicle
11	<b><u>MINIMUM EDUCATIONAL REQUIREMENTS</u></b> Requires registration as a Professional Engineer in the State of Texas or the ability to become registered within six (6) months from date of hire.
12	<b><u>MINIMUM EXPERIENCE REQUIREMENTS</u></b> Six (6) years of active practice in engineering work is required
13	<b><u>MINIMUM LICENSE REQUIREMENTS</u></b> Valid Texas Driver's License and compliance with the City of Houston policy on driving (AP 2-2).
14	<b><u>PREFERENCES</u></b> Applicant must be able to interact well with the general public to include conducting public presentations, must be able to develop and manage own work assignments, must be able to effectively manage staff, and must possess advanced oral and written communication skills.
15	<b><u>SELECTION/SKILLS TESTS REQUIRED</u></b> None
16	<b><u>SAFETY IMPACT POSITION</u></b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.
17	<b><u>SALARY INFORMATION</u></b> Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is: <div>Salary Range - Pay Grade 29 \$1,823 - \$3,280 Biweekly - \$47,580 - \$85,608 Annually</div>
18	<b><u>OPENING DATE</u></b> August 24, 2005
19	<b><u>CLOSING DATE</u></b> Open Until Filled
20	<b><u>APPLICATION PROCEDURES</u></b> Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., First Floor Lobby. TDD phone number 713.837.9471. Successful candidates will be notified of their application status. <b>All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.</b>
	An equal opportunity employer